

CIO Council Meeting Minutes
November 20, 2002
Administration Building Conference Room

Attendees: Joe Lithgo (ITS), Woody Yates (IRMC), Mary Sue Brown (ESC), Ben McLawhorn (OSC), Gary Zeller (Ag), Randy Rudledge (SSPA), Bill Kurdys (DOC), Paul Thurston (DOC), E.D. Walker (DOT), Jim Golden (AOC), Charles Chapman (OSP), Chris Cline (DPI), Janice Underwood (Wildlife), Todd Leck (Wildlife), Malcolm Alexander (DPI), Lowell Collins (DOJ), Mark Griffith (IRM), Mike Fenton (ITS), Wendy Kuhn (ITS), Don Nattress (OSP), Bruce Garner (Sec of State), Randy Barnes (DOR), Giovanni Masucci (Capital City Consulting), Larry Free (Gartner), Ilse Fogl (IS), Smitty Locklear (DOA), Stan Jenkins (IRM), Bill Golden (DST), Mark Hughes (DENR), Wanda Cheshire (Alphanumeric)

Special Guests: Jeff Nance (State Surplus Property)

Chairman Locklear called the meeting to order at 10:00 AM.

Minutes: The minutes for the October meeting were approved with corrections to names.

CIOC Charter: Gary Zeller, Vice Chairman, has been in charge of reviewing and recommending changes to the CIOC Charter. As a result of the e-mail vote, the charter has been unanimously approved.

State CIO's Report: George Bakolia was not available for the meeting and Joe Lithgo made the CIO's report.

The NASCIO meeting was held last month. State IT Reps, Vendors and Government officials attend this conference. Several areas of interest/importance were addressed.

- Homeland Security
- E-Government
- Technical Architecture
- Funding

Annually the NASCIO gives awards for State Electronic Information Management Systems. North Carolina received 2 out of 10 awards. 1) NCRIAA 2) Security and Business Continuity Plan

Lithgo gave a report on NCmail. The NCmail Upgrade project is to be completed by November 14th.

- New architecture is in place.
- Additional servers are in place
- In position for future growth/changes
- Easier software upgrades
- No client-side configuration is necessary for e-mail administrators
- Web- mail access is available

Special thanks and appreciation was expressed to all NCmail administrators for the extra effort necessary to complete this project.

Lithgo reported that Ross Yannayon has been appointed as the Computing Services director. He'll come on board 12/4/2002. Mr. Yannayon previously worked for IT Dialog Corporation.

Security – IPPC approved 2 new policies and they will be on the agenda next meeting (wireless and info)

Security Assessment Team met 11/7 and discussed processes and tools. They will meet again this week.

Content Filtering is in place.

Attachment C's – ITS Plan / Statewide Strategies.

Most were approved. Most all Agency plans were received.

Q - (Lee Mandell) Can the content filtering default list be customized?

A – Yes

Q – Gary Zeller – When can we start addressing going to Web mail?

A – It is available now.

Q – Will the user be forced to convert to Web mail?

A – No

Mary Sue Brown added that at the next E-mail user group a rep from State Archives would present to discuss retention and public information.

IRMC Update:

- The by-laws committee has met once. Elaine Marshall (chair) met with Janet Smith, Rufus Edmonson, and Lee Mandell. They welcome input and suggestions.
- Research study by Wake Forest University involves 3 researchers studying/surveying upward communications.
- 3 Policies have been placed on the IRMC website
- Powerful Computer Connections program is in its 2nd year with \$1 million
- IT Matrix study is still alive. There is a meeting scheduled next week with Jane Smith Patterson
- Delegate letters – copy of form is available on Web site
- Financial Position – closed and working to fill
- IRMC is proud of the awards given to Websites. More information can be found on the IRMC web site or by going to the following link: <http://irmc.state.nc.us/stateITAwards.pdf>

Q – (Lee Mandell) PCC low cost PC's item on agenda for next meeting?

A – Yes

Q – (Paul Thurston) Have the results been published from the E-survey?

A – No, still analyzing results.

Storage Contract: Patti Bowers reported that the contract had been awarded.

- Some information is already on the IT Web-site
 - Link: [204J](#)

On Call Pay: per discussion w/ Don Nattres

- The current On Call Pay policy does not cover IT staff.
- Blanket exception can be asked for by individual agencies.
- Question regarding applying on call pay to exempt employees.
- There is an option to pay a flat rate.
- Does not cover administrative or managerial staff.
- Another question raised was how do we pay people working on “Call back pay” Could have a laptop at home and pay a minimum of 1 hour.

Information was sent out last week. Please review and respond promptly to Don.

Mary Sue suggested that a sub-group might be a better way to handle revisions and development. Please contact Smitty with your name and number if you're interested in being part of this group before Thanksgiving.

State Surplus Property: Jeff Nance

Jeff handed out an “Announcement to State Agencies” on procedures for requesting surplussed computers. The whole program started with sending revamped computers to schools for a nominal fee. The program grew to the point where procedures needed to be put in place for all to follow in order to participate in this program. Any surplussed computer hardware is sent to State surplus and then sent out on a priority basis.

Q – Is reformatting hardware necessary before it is sent to state surplus?

A – Its not necessary but, would be helpful.

Q – Is Degaussing hardware necessary.

A – Yes

Q – Is there a policy regarding Degaussing / formatting?

A – Woody will check into policy.

Q – Do we leave the operating system on the computer?

A – legally the operating system can be put back on the computer as the license stays with the machine for life.

Please clearly mark on the machine, which O/S was in place at the time of surplus.

The hardware (if previously in the FAS system) will be removed from the FAS system at the time the item is sent to State Surplus. When it is refurbished it does not go back in the system.

Q – Must all hardware go to State Surplus?

A – Yes

Q – Do you want everything?

A – Yes

Send a list to Smitty of names of authorized purchasers of refurbished computers and he will compile and forward to Jeff Nance.

Other Items:

- At last meeting there concerns regarding project certification. It’s not ready yet. There have been a couple of meetings and progress is being made.
- 4 or 5 agencies still need to send contact names for the Gartner Rep and ID to Susan Chan.
- Bill has volunteered to do the minutes for the January meeting but we still need a volunteer for February.

Next Meeting:

January 29th. Albert Coates